

PAY ROLL CHANGE AUTHORIZATION

Department POLICE

Classified NOT RECLASSIFIED

Tax Change

Appointment	Reappointment	Promotion	Suspension	Demotion (Circle appropriate action)	Transfer	Leave	Reduction	Resignation	Dismissal	Deduction
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Employee Number 84651 Payroll Number 12-1 Effective Date June 26, 1953

NAME J. D. Tippitt From _____ To _____ Physical Exam. Passed _____ Date _____

Address _____

Classification or Position Apprentice Policeman (Fill in for new employee or change only) Position Number 553

Tax Class: From 3 To 4 Retirement Deductions No

Rate: Hour Month Attach W-4 Weekly Hour Month Bi-Weekly Weekly Bi-Weekly

Pay Schedule:
0 1 8 9

(Circle One)

Description of Duties:

Explanation of above action:

Prepare Separate P2 for Deductions

Insurance

Amount _____ Company _____

Bonds

Miscellaneous

Amount _____
Each _____ Denomination _____
Pay Day _____

The above appointment conforms to all Civil Service rules and is to be charged to Account 12

The action indicated above is hereby recommended, approved.

Code 4-3 in which there is sufficient unencumbered balance.

C. A. Hanson

6-26-53 Department Head

Personnel Director

Approved:

Approved:

Forward five copies to Personnel Office immediately on all actions except deductions, which should be sent direct to Auditor's Office in duplicate.